



Natural Resources Conservation Service  
655 Parfet Street  
Lakewood, CO 80215

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VIA ELECTRONIC MAIL

**COLORADO BULLETIN NO.:** CO-230-07-01

April 16, 2007

**SUBJECT:** EOP - Prevention of Sexual Harassment

**TO:** All Employees

**PURPOSE:** Reminder of NRCS's Sexual Harassment Policy

**EXPIRATION DATE:** September 30, 2007

This is a reminder to all Colorado Natural Resources Conservation Service (NRCS) employees that sexual harassment is against the law and **will not** be tolerated in any form. All employees must be educated about and fully understand the serious nature of this topic.

Every employee must share in the responsibility for preventing sexual harassment. If you are a victim of sexual harassment or a witness to inappropriate behavior, please report it. Remember it is not the intent of the harasser but the impact of the harasser's action on others which is important. If you are engaging in such behavior, be warned that penalties can range from a letter of caution to dismissal.

All offices are responsible for ensuring that the Sexual Harassment Poster (AD-1085, dated 9/2003) is displayed in a prominent place. These posters were distributed this past year to all offices; however, if you cannot locate the poster contact your Area Office Coordinator or Patti Phillips-Keller, 720-544-2829, to request a copy.

Your support in this endeavor and in ensuring NRCS employees in Colorado maintain a professional and respectful work environment is greatly appreciated.

A handwritten signature in dark ink, appearing to read "Allen Green", is written over a light gray circular background.

ALLEN GREEN  
State Conservationist

DIST: E

